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State Capitol Building Advisory Committee 1991-1998

**Statutory Authority, Guidelines
and Recommendations**

**Colorado Legislative Council
Research Publication No. 453
March 1999**

**STATE CAPITOL BUILDING
ADVISORY COMMITTEE**

1991 – 1998

**STATUTORY AUTHORITY, GUIDELINES, AND
RECOMMENDATIONS**

Prepared by Legislative Council Staff

**Research Publication No. 453
March 1999**

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STATE CAPITOL BUILDING

ADVISORY COMMITTEE

Members of the Committee

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Ms. Betty Chronic, Vice Chairman
Ms. Joan M. Albi
Ms. Lee Bahrych
Ms. Carol Coover-Clark
Mr. Clayton C. Cole
Ms. Georgiana Contiguglia
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INTRODUCTION

The State Capitol Building Advisory Committee was established by House Bill 91-1007, a measure signed by the Governor on May 16, 1991. That bill and several successive legislative measures establish the committee's authority to serve in an advisory capacity to the Capital Development Committee and the Governor.

There are nine members on the advisory committee. Seven members are appointed by the Governor, President of the Senate, and the Speaker of the House of Representatives. Two members serve ex officio. Committee members are not paid a per diem and have incurred no travel expenses since the committee first convened.

House Bill 93-1307 granted the advisory committee statutory authority to accept gifts, grants, and donations for deposit in a special account within the Public Buildings Trust Fund, a fund administered by the State Land Board of Commissioners pursuant to authority found in the Colorado Constitution. To date, the committee has not received gifts, grants, or donations; however, the committee has been successful — with the aid of the Capitol tour guides — in offering historical and educational publications for sale to Capitol visitors.

Since its inception, the advisory committee has made a number of recommendations to the Capital Development Committee and the Governor, some of which resulted in statutory change. A number of the advisory committee's recommendations for improvements to the Capitol and its grounds have been adopted and funded by the General Assembly. Some of the more significant recommendations include:

- renovation of the exterior and interior of the Capitol dome, the public observation level, and the attic landing;
- refurbishment of the deli food preparation area and public dining area in the Capitol basement;
- implementation of the specific phases of the Capitol Landscape Master Plan, including the West Lawn landscaping project and the East Lawn memorial pods and gardens;
- renovation and repair of stained glass windows in the Senate chambers;
- relocation of the tour bus parking area from the Capitol circle to Grant Street;

- development of a plan to accommodate appropriate facilities required by the Americans with Disabilities Act;
- creation of an inventory of furniture original to the Capitol;
- development of criteria and procedures for gifts of art and memorials to the Capitol; and
- development of educational publications and memorabilia, including a multi-colored brochure of state symbols and emblems to be given to school children visiting the Capitol.

This publication provides excerpts of the Colorado Revised Statutes that establish the advisory committee's statutory authority, criteria and procedures for the gift of art and memorials, and the committee's recommendations for renovation and controlled maintenance for the Capitol.

Summary of the Statutory Authority of the State Capitol Building Advisory Committee

The following statutory authority, and much of the advisory committee's duties, are found in Section 24-82-108 of the Colorado Revised Statutes.

The advisory committee is required to:

1. Review plans to restore, redecorate or reconstruct space within the public and ceremonial areas of the Capitol buildings group and the surrounding grounds, and make recommendations to the Capital Development Committee (CDC).
2. Review all planned construction projects affecting the rose onyx, marble, granite, gold, oak woodwork, and brass fixtures and trim, and submit a written report to CDC.
3. Create an inventory of furniture original to the Capitol, determine which pieces of damaged furniture are to be restored or renovated, and make recommendations to the CDC.
4. Present a plan to the CDC for publishing publications on the history of the Capitol and for developing Capitol memorabilia for sale to the public.
5. Evaluate proposals for uses of the Capitol driveways, and make recommendations to the CDC and the Governor.
6. Evaluate proposals for the gift or loan of objects of art to the building and its grounds, and submit recommendations to the CDC and the Governor.

The advisory committee is authorized to:

1. In cooperation with the Department of Personnel/GSS and with the approval of the CDC, engage in long-range planning for modification and improvement to the Capitol and its grounds.
2. Accept gifts, grants, or donations from private or public sources to publish publications and develop memorabilia.
3. Expend moneys from the committee's special account for publishing and developing memorabilia; for restoring the Capitol, the Legislative Services Building, and the grounds; and for other related and necessary purposes.
4. Call upon the staff of Legislative Council and the Department of Personnel/GSS for necessary assistance.

The advisory committee is not authorized to:

1. Review, revise, or make recommendations concerning the outer office of the executive suite and the areas used for office space, legislative chambers, and legislative committee rooms, except to structural modifications affecting the rose onyx, marble, granite, gold, oak woodwork, or brass fixtures and trim.

EXCERPTS OF COLORADO REVISED STATUTES

24-82-101. Jurisdiction of department of personnel. The department of personnel shall have control of the capitol and legislative services building and grounds and any other property the state may acquire adjacent thereto, together with all furniture, fixtures, furnishings, and equipment and all exhibits placed in and about said buildings, including supervision of the provision of maintenance for the state capitol buildings group, and including assignment of all executive space owned and rented in the capitol buildings group, subject to legislative appropriation, subject to the provisions of section 2-2-321, C.R.S., concerning space for the legislative department, and subject to the provisions of section 24-82-108, concerning preservation of the state capitol building.

24-82-103. Off-street parking - financing. (1) The department of personnel shall have the authority to acquire land for off-street parking and to construct related facilities, subject to specific appropriation for land acquisition and construction.

(2) The department of personnel shall develop and execute priorities for assignment of off-street parking. Rentals and charges for state-owned parking in the capitol buildings group shall not be less than those charges applicable to comparable parking offered privately and shall be reviewed annually prior to July 1.

(2.5) Notwithstanding the provisions of subsection (2) of this section, preferential rates shall be granted for parking spaces assigned to vehicles which are used by more than one person in going to and returning from work. Such rate shall be determined based upon the number of persons regularly going to and returning from work in the vehicle which is to be charged a preferential rate and shall decrease as the number of persons regularly going to and from work in such vehicle increases; except that no parking charge shall be made for any vehicle which regularly carries four or more persons, including the driver, in going to or returning from work. The office of state planning and budgeting shall provide that not less than ten percent of the available off-street parking shall be reserved for vanpool and carpool parking.

(3) All existing balance in the capitol parking account and the farmers' union amortization account shall be transferred to the capital construction fund.

(4) (a) Moneys received pursuant to this section in excess of those necessary to pay current capital and operating costs, which moneys to pay such costs are hereby appropriated, shall be deposited to the credit of a special account within the state treasury, and such moneys shall be expended only for incentives and programs to increase state employee participation in ridesharing arrangements, as defined in section 10-4-707.5 (2), C.R.S., and state employee use of bicycles or mass transit.

(b) Notwithstanding the provisions of paragraph (a) of this subsection (4), the department of personnel is authorized, subject to appropriation by the general assembly, to expend moneys in the special account described in paragraph (a) of this subsection (4) for the purpose of demolishing the state-owned buildings in the capitol complex at 1550 Lincoln Street, 1350 Lincoln Street (old Moss printing building), and 1530 Sherman Street (old state

archives building) and to convert such land for use as off-street parking under the provisions of this section.

24-82-104. Capitol thoroughfares - city and county of Denver regulation. (1)

The driveways now existing upon the state capitol grounds at Denver, Colorado, extending from Colfax Avenue to Fourteenth Avenue and connecting with Sherman Street at said intersections, are hereby declared to be reserved principally for the usage of employees and members of the executive department and the legislative department in the performance of their duties and for the usage of members of the public while attending functions at the state capitol.

(2) The city and county of Denver is hereby granted jurisdiction to make such regulations as are deemed necessary to accomplish the purposes of subsection (1) of this section and shall have authority to enforce such regulations by means of any police powers established by ordinance of the city and county of Denver or other provisions of law for the management and control of other streets, highways, and public thoroughfares within said city and county.

(3) The jurisdiction hereby granted shall not be deemed to convey any right, title, or interest in said driveways other than expressly provided and shall only extend to the purposes specified in this section, and the state of Colorado reserves the right at all times to revoke the powers hereby granted by act of the general assembly.

24-82-105. Security for state capitol buildings group - jurisdiction of law enforcement personnel on state property. (1) (a) The city and county of Denver is granted jurisdiction to enforce the laws of the state of Colorado for the security of persons and property in the state capitol buildings group. In addition, the city and county of Denver is granted jurisdiction to enforce the ordinances of the city and county of Denver for the security of such persons and property. For the purposes of this subsection (1) and such enforcement, the ordinances of the city and county of Denver relating to access to and conduct on properties of the city and county of Denver referred to as parks shall likewise apply to the grounds of the state capitol buildings group, as to persons not having business thereon; except that the powers of the manager of parks and recreation enumerated in such ordinance shall not apply to such grounds. As used in this subsection (1), "state capitol buildings group" means those state-owned buildings, together with the state-owned grounds adjacent thereto, in the city and county of Denver within the area bounded on the north by Sixteenth Avenue, on the west by Broadway, on the south by Eleventh Avenue, and on the east by Grant Street, as shown on the official maps of the city and county of Denver.

(b) Repealed.

(2) In addition to any other provision of law concerning jurisdiction of law enforcement personnel on state property, there is hereby vested in city police, town marshals, and county sheriffs, their undersheriffs and deputy sheriffs, jurisdiction to enforce the laws of this state on any state-owned or state-operated properties within their respective jurisdictions and to cooperate with members of the Colorado state patrol and other state law enforcement officers in such enforcement.

24-82-106. Acceptance - governor's approval. The department of personnel is authorized in the name and on behalf of the state to accept any devise or gifts inter vivos of property that may be donated to the state for the purpose of an executive mansion; but such acceptance shall be made only upon the approval of such donation by the governor.

24-82-108. State capitol building advisory committee - creation. (1) It is the intent of the general assembly to ensure that the historic character and architectural integrity of the capitol building and grounds be preserved and promoted. Because the rose onyx, marble, granite, gold, oak woodwork, and brass fixtures and trim are deemed to be historic, it is the intent of the general assembly to provide for special procedures to be followed in any project affecting such items. In order to ensure that structural changes and innovations do not injure or dramatically change the state capitol building or the historic items contained within the building or other areas set forth in paragraph (a) of subsection (3) of this section, there is hereby created the state capitol building advisory committee, which shall review plans to restore, redecorate, or reconstruct space within the state capitol building and make recommendations to the capital development committee based on such plans.

(2) (a) The state capitol building advisory committee shall be composed of the following nine members: Two members appointed by the speaker of the house of representatives; two members appointed by the president of the senate; two members appointed by the governor; an architect, appointed by the governor, who is a person knowledgeable about the historic and architectural integrity of the state capitol building; and the following ex officio members: The president of the state historical society or a designee of the president; and the executive director of the department of personnel or a designee of the executive director.

(b) The advisory committee members shall serve for a term of two years; except that ex officio members shall serve as long as their office is held.

(c) The advisory committee shall meet at the state capitol no less than three times per year at the call of the chairman. One meeting shall be designated as the annual meeting.

(d) At the annual meeting, the advisory committee members shall elect a chairman from among its members to serve as chairman for one year of such member's term.

(e) All members of the committee shall be volunteers and serve at no expense to state government.

(3) The advisory committee shall have the following duties:

(a) The advisory committee shall review, advise, and make recommendations to the capital development committee with respect to plans to restore, redecorate, and reconstruct space within the public and ceremonial areas of the state capitol buildings group, the legislative services building and the surrounding grounds of such building, and the surrounding grounds of the state capitol building bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south, and Broadway on the west, in the city and county of Denver. This shall include but not be limited to the corridors, rotundas, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators. The committee shall not have responsibility for reviewing, advising, or making recommendations concerning the outer office of the executive suite and the areas used for office space, legislative chambers, and legislative committee meeting rooms, except as to structural

modifications affecting the rose onyx, marble, granite, gold, oak woodwork, or brass fixtures and trim as provided for in paragraph (b) of this subsection (3).

(b) The advisory committee shall review all planned construction projects affecting the rose onyx, marble, granite, gold, oak woodwork, and brass fixtures and trim of the state capitol building, and shall submit a written report to the capital development committee containing the advisory committee's findings. No such project affecting the rose onyx, marble, granite, gold, oak woodwork, and brass fixtures and trim shall be made without review by said advisory committee and the consent of the capital development committee. No alteration to the above listed items shall be permitted in any area of the state capitol building until such project is reviewed by the advisory committee and approved by the capital development committee. Notwithstanding the provisions of this paragraph (b), the department of personnel shall have the authority to perform emergency repairs where the safety of persons or the well-being of the building would be jeopardized by delay. Such emergency repairs shall be undertaken in a manner to prevent or minimize any damage to the rose onyx, marble, granite, gold, oak woodwork, or brass fixtures and trim of the state capitol building.

(c) The advisory committee, in cooperation with the department of personnel and with the approval of the capital development committee, may engage in long-range planning for modifications and improvements to the state capitol building and its surrounding grounds.

(d) The advisory committee shall identify all furniture original to the state capitol building and create an inventory of such furniture. Any costs associated with identifying and inventorying furniture original to the state capitol building shall be paid with moneys raised through private sources and shall not be paid from the general fund. The department of personnel is hereby granted the authority to collect and use such moneys raised by private sources for the purpose of identifying and inventorying all furniture original to the state capitol building. The possession of all furniture original to the state capitol building shall be retained by the department of administration and shall be made available for use in the state capitol building. The furniture original to the state capitol building shall remain in the state capitol building at all times.

(e) The advisory committee shall determine which damaged pieces of furniture original to the state capitol building should be restored or renovated and shall make recommendations to the capital development committee regarding such furniture.

(f) (I) For the purpose of promoting historic interest in the state capitol building and for producing moneys to enhance preservation of original and historic elements of the state capitol building, the advisory committee shall formulate a plan for publishing publications on the history of the state capitol building and for developing other state capitol building memorabilia for sale to the public. This plan shall be presented to the capital development committee no later than October 1, 1991. All moneys received from the sale of such items shall be credited to a special account within the public buildings trust fund established by section 8 of the "Enabling Act of Colorado", which account is hereby established.

(II) The committee is authorized to accept gifts, grants, or donations of any kind from any private or public source to carry out the purposes of this paragraph (f). All such

gifts, grants, or donations shall be transmitted to the state treasurer who shall credit the same to the special account created by this paragraph (f) within the public buildings trust fund.

(III) Moneys in the special account are hereby continuously appropriated to the advisory committee for republishing and reissuing publications on the history of the state capitol building and other state capitol building memorabilia, for restoring, repairing, and enhancing the state capitol building, the legislative services building, and the grounds of said buildings, and for such other purposes as are necessary or incidental to accomplish the purposes of this paragraph (f).

(g) The advisory committee shall evaluate proposals for uses of the state capitol driveways in addition to those authorized in section 24-82-104. The advisory committee shall evaluate any proposals which are received from the general assembly, the governor, or the city and county of Denver. Such evaluation shall consider any potential threat to the safety of individuals who are in or around the state capitol building, any potential interference with the operations of the executive department which are posed by any proposed additional use, and the relevant provisions of any current master plan for the state capitol building and surrounding area. Notwithstanding the provisions of section 24-82-104 (2), if the advisory committee determines the proposed use to be reasonable, the proposal shall be directed to the capital development committee and the governor for approval. No additional use of the state capitol driveways shall be effective without the approval of the capital development committee and the governor.

(h) (I) Except as provided in subparagraph (II) of this paragraph (h), all proposals involving the gift or loan of objects of art and memorials to be placed on a permanent or temporary basis in the state capitol building or on its surrounding grounds and proposals for fund-raising efforts to place objects of art or memorials in the state capitol building or on its surrounding grounds shall be submitted to the advisory committee for evaluation. The advisory committee shall develop criteria and a procedure for such evaluations, which procedure shall include consulting with knowledgeable advisors to assist in evaluating each object of art or memorial individually. The advisory committee shall evaluate all such proposals and present recommendations resulting from such evaluations as follows:

(A) Proposals pertaining to all public areas of the state capitol building, including but not limited to the corridors, rotunda, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators shall be submitted to the capital development committee for approval. No such proposal shall be permitted to proceed without the prior approval of the capital development committee.

(B) Proposals pertaining to the surrounding grounds of the capitol building bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south, and Broadway on the west, in the city and county of Denver, shall be submitted to the capital development committee and the governor for approval. No such proposal shall be permitted to proceed without the prior approval of the capital development committee and the governor.

(II) The provisions of this paragraph (h), shall not apply to proposals pertaining to the outer office of the executive suite and those areas of the first floor used as office space by the executive department.

(4) The advisory committee may call upon the staff of the legislative council and the department of personnel to provide any necessary assistance in carrying out the committee's duties. Proposed plans to restore, redecorate, or reconstruct the building, or make alterations affecting the rose onyx, marble, granite, gold, oak woodwork, and brass fixtures or trim in the building shall be submitted in writing to the staff of the legislative council and the department of personnel at least thirty days before such work is scheduled to begin.

(5) Repealed.

24-82-109. State capitol building renovation fund. The department of personnel shall have the authority to accept any bequests, gifts, and grants of any kind from any private source or from any governmental unit to be used for the renovation of the Colorado state capitol building. For the purposes of this section, "renovation" means the repair, remodeling, restoration, and preservation of the Colorado state capitol building and any fixtures or improvements associated therewith. The use of such bequests, gifts, and grants shall be subject to the conditions upon which the bequests, gifts, and grants are made; except that no bequest, gift, or grant shall be accepted if the conditions attached thereto require the use or expenditure thereof in a manner contrary to law or require expenditures from the general fund or any other fund in the state treasury unless such expenditures are approved by the general assembly. Such bequests, gifts, and grants, together with any other moneys appropriated or transferred by the general assembly, shall be credited to the Colorado state capitol building renovation fund, which fund is hereby created in the state treasury. The moneys in said fund shall be subject to annual appropriation by the general assembly for the purpose of renovating the Colorado state capitol building. All interest derived from the deposit and investment of moneys in the fund shall be credited to the fund. Any moneys not appropriated shall remain in the fund and shall not be transferred or revert to the general fund of the state at the end of any fiscal year.

2-2-321. Designation and assignment of space in capitol buildings group and on the grounds thereof. The general assembly, by joint resolution, shall designate and assign such space in the capitol building (except for space on the first floor, which shall be designated and assigned by the executive department for the use of elected officials) and on the grounds surrounding the capitol which is necessary for the use of the legislative department, including, but not limited to, parking space on the grounds and streets surrounding the capitol building. In addition, the general assembly shall designate and assign such space in the state museum building at Fourteenth Avenue and Sherman Street and may provide for the furnishing and equipping thereof as may be necessary for the use of the legislative department.

Representative Tony Grampsas
Chairman
Senator Dottie Wham
Ms. Joan Albi
Ms. Lee Bahrych



Ms. Betty Chronic
Ms. Carol Coover-Clark
Ms. Georgianna Contiguglia
Ms. Suzanne Leary-Allen
Ms. Diana Mattox

CAPITOL BUILDING ADVISORY COMMITTEE
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**CRITERIA AND PROCEDURES
FOR THE GIFT OR LOAN OF OBJECTS OF
ART AND MEMORIALS PLACED ON A PERMANENT OR
TEMPORARY BASIS IN THE COLORADO STATE CAPITOL OR
ON ITS SURROUNDING GROUNDS**

Background

During the 1992 legislative session, the Colorado General Assembly adopted S.B. 92-213, which directs the State Capitol Building Advisory Committee ("Advisory Committee") to develop criteria and a procedure for the evaluation of proposals for the gift or loan of objects of art and memorials for placement in the public areas of the Capitol or on its surrounding grounds.

The new law stipulates that knowledgeable advisors be consulted to assist in evaluating individual objects of art and memorials. After evaluating a proposal for art in the public areas of the Capitol, the Advisory Committee is to present its recommendations to the General Assembly's Capital Development Committee. A proposal may not proceed without a favorable recommendation from the Advisory Committee and approval of the Capital Development Committee. A proposal affecting the grounds surrounding the Capitol must receive approval from the Governor in addition to the Capital Development Committee.

Goals of the Evaluation Process

Colorado citizens associate the Capitol and its unique architectural splendor with historic values: statehood, representative government, a rich and colorful state history. The building and its grounds afford a century-old perspective on the public history of Colorado with an integrity that is timeless and uncompromising.

Since statehood, the building has been a symbol of Colorado's political heritage. While exemplifying museum-like qualities, the building and its grounds are central to the day-to-day operations of state government. The office of the Governor and the chambers and offices of the members of the Senate and the House of Representatives are in the Capitol. The state's political life is, however, one among many elements of the state's broad cultural history. In addition to memorials to the state's political past, the walls, windows, and grounds of the Capitol contain tributes to Colorado's rich history of events, individuals, and ethnic groups, as well as the impact of the state's unexcelled natural environment.

The visual media, and in particular paintings, sculpture, and stained glass windows, are an enduring way of depicting notable people and events in the state's heritage. Objects of art and memorials often not only tell a story but also enhance the quality of public spaces.

The goals of the process set forth below are to articulate a standard that exemplifies the broad cultural and historical values the Capitol and its grounds represent to the citizenry of Colorado, and to use that standard to evaluate proposals for gifts or loans of works of art and memorials.

Criteria and Procedures

Definitions

"Artist" is a practitioner in the visual arts deemed by the Advisory Committee to be of serious intent and ability.

"Capitol exterior" includes but need not be limited to doors, windows, steps, the dome and roof, and granite walls.

"Donated art" is an object of art donated free and clear to the State of Colorado for placement in the public areas of the Capitol or on the Capitol grounds.

"Exhibits" are temporary displays in the Capitol or on the surrounding grounds, not subject to review and approval by the State Capitol Advisory Committee, and not subject to the Criteria and Procedures established herein.

"Loaned art" is an object of art displayed in the public areas of the Capitol or on the Capitol grounds and returned to the owner at the end of the use period agreed upon by the State and the person or group loaning the object of art.

"Maintenance" is an economically feasible program of inspection and corrective action to minimize deterioration while recognizing that objects are subject to gradual inherent deterioration for which the State is not responsible. The determination of economic feasibility as it pertains to maintenance shall be made by the Department of Personnel.

"Objects of Art" are all forms of original creations of visual art, including:

- painting of all media, including both portable and permanently affixed works, such as murals;
- *busts*;
- sculpture which may be in the round, relief, mobile, fountain, kinetic, electronic, etc. in any material or combination of materials;
- other visual media including, but not limited to, prints, drawings, stained glass, *flags*, calligraphy, mosaics, photography, clay, fiber and textiles, wood, metals, plastics, or other materials or combination of materials, or crafts or artifacts;
- *living plant material*; and
- any other object recognized by the Advisory Committee as a work of art.

Amended October 24, 1997;

The term "objects of art" as used in these criteria and procedures may include objects designated as memorials.

"Preservation" is economically feasible action taken to retard or prevent deterioration or damage to an object of art by control of its environment and/or treatment of its structure in order to maintain it as nearly as possible in an unchanging state. The determination of economic feasibility as it pertains to preservation shall be made by the Advisory Committee in consultation with knowledgeable advisors.

"Public areas" are areas within the State Capitol including but not limited to the corridors, rotunda, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators.

"Restoration" is action taken to return a deteriorated or damaged object of art as nearly as is economically feasible to its original form, design, color and function, with minimal further sacrifice of aesthetic and historic integrity. The determination of economic feasibility as it pertains to preservation shall be made by the Advisory Committee in consultation with knowledgeable advisors.

"Surrounding grounds" are areas bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south, and Broadway on the west, in the City and County of Denver.

"Zones" in areas of the Capitol interior are designated in accordance with their primary functional value or use, and the degree to which their historic integrity should be maintained. A definition of each of the four zones within the Capitol and their identification on a floor plan of the building is contained in the attachment to these Criteria and Procedures. "Zones" on the surrounding grounds are designated in accordance with a desire to maintain their historic, architectural, and aesthetic integrity. The two zones are defined and identified on a landscape plan in the attachment to these criteria and procedures.

Eligible Objects of Art

In broad terms, the Advisory Committee's consideration of proposals for placing objects of art within the public areas of the Colorado State Capitol and upon the surrounding grounds on a permanent or temporary basis shall be based upon:

- a. the association of the proposal with events that have made a significant contribution to the history of Colorado;
- b. the connection of the proposal with persons significant in the heritage of Colorado;
- c. the extent to which the proposal embodies the essential natural beauty of the State or of the industry and lifeways of the people who have inhabited the State; and

- d. when applicable, the appropriateness of the object of art to the designated functional zone within the Capitol.

Evaluation Procedure

1. The Advisory Committee shall meet on or about July 1 of each year for the purpose of receiving proposals for donated or loaned art for the public areas of the Capitol or its surrounding grounds. Additional meetings may be called at the discretion of the chairperson of the Advisory Committee.
 - 1.5. Not less than thirty days prior to said meeting, any person, group, or public entity promoting donated or loaned art for the public areas of the Capitol or its surrounding grounds may submit a proposal to the Advisory Committee staff at the offices of the Legislative Council in the Capitol.
2. The proposal required by paragraph 1.5 shall contain but need not be limited to the following elements:
 - 2.1. A description of the significance of the proposed donated or loaned art to the history of the state, or the extent to which the proposal embodies the essential natural beauty of the State or of the industry and lifeways of the people who have inhabited the State.
 - 2.2. A description of the proposed donated or loaned art, and a photograph or sketch, or architectural rendering of the proposal. Proposals for the placement of an object of art on the Capitol grounds shall also be accompanied by a schematic site plan and drawing to scale of the location of the proposal in relation to the property on which it is to be placed and a second drawing, also to scale, fully illustrating the proposed object of art in detail and showing all surfaces of the object.
 - 2.25. The text that is prepared for plaques that accompany the art object or are the subject of the object of art, as in a memorial.

Amended October 4, 1996; approved by Capital Development Committee, October 14, 1996.

- 2.3. An identification of the material or materials used to construct the proposed donated or loaned art, an estimate of required maintenance, potential for vandalism, and, if applicable, the effect of direct sunlight, interior lighting, variations in temperature and humidity on the object.
- 2.4. A description of the proposed location of the object in the public areas of the Capitol, the Capitol exterior, or on the surrounding grounds. The description

should identify how the proposal integrates with a designated functional zone within the Capitol or on the surrounding grounds.

- 2.5. When applicable, a description of proposed landscaping and identification of who will bear the cost of preparing the site for the donated or loaned art.
- 2.6. The name and purpose of the individual, group, or public entity proposing the donated or loaned objects of art, including tax status as a profit or non-profit organization.
- 2.7. A statement that unconditionally gives, donates, bestows and sets over donated art to the State of Colorado with the understanding that it may be moved or removed from its initial site placement. (This element is not applicable to loaned art.)
- 2.8. A plan for funding the installation (e.g. framing, illumination, identification plaque, or base) and operating expenses.
- 2.9. A warranty that the donated or loaned art is original and does not infringe upon any copyright, is free and clear of any liens, and that its execution and fabrication will be performed by an artist in a professional manner.
- 2.10. A statement that the funding necessary for placement of a donated object of art is presently available or will be available no later than three years after approval of the proposal by the General Assembly and, when applicable, the Governor, and that failure to comply with this condition will require a resubmission of the proposal to the Advisory Committee. The Advisory Committee may require documentation evidencing the availability of funds or require submission of a plan for funding.
3. Failure to submit a complete description as set forth in paragraph 2 above may result in the denial of the application.
4. Fifteen calendar days prior to the July 1 meeting or other date set by the Advisory Committee chairman, the committee staff shall distribute copies of each proposal to members of the Advisory Committee. At the time of the meeting a spokesperson for each submission will be asked to summarize their proposal and respond to questions from the Advisory Committee. The Advisory Committee shall consult such experts in the fields of architecture, landscape architecture, history, and art as may be necessary to assist in the review of each proposal. Said expert advice shall be provided without compensation.
5. In arriving at their recommendations on donated or loaned art for the public areas of the Capitol or on its surrounding grounds, the Advisory Committee shall consider the following:

- 5.1. The significance of the donated or loaned art to the history of the state, or the extent to which the proposal embodies the essential natural beauty of the State or of the industry and lifeways of the people who have inhabited the State.
- 5.2. Aesthetic considerations, to insure art of unusually high quality, appropriate in style, scale, material, form and content when viewed with other objects of art in the public areas of the Capitol, the Capitol exterior, or on its surrounding grounds.
- 5.3. A recognition of the desire to preserve the historic nature of the Capitol and its surrounding grounds.
- 5.4. The appropriateness of the proposed location of the object to the building's interior or exterior functional zones.
- 5.5. The permanence and durability of the object.
- 5.6. The susceptibility to vandalism and on-going cost of maintenance.
- 5.7. The proponent's willingness to provide sufficient funds to pay for installation, framing or base, illumination, and other display needs such as an identification plaque.
- 5.8. The proponent's position regarding the location and future disposition of the work.
6. Unless otherwise provided in these criteria and procedures, proposal for donated or loaned art memorializing an event or the death of an individual shall not be considered by the Advisory Committee during the twenty-five year period subsequent to the event or death to be memorialized.
7. Maintenance of donated art shall be the responsibility of the Department of Personnel. The department shall be responsible for determining the need and the economic feasibility of programs of maintenance. The preservation and restoration of donated art shall be the responsibility of the Advisory Committee in consultation with knowledgeable advisors. The Advisory Committee, in consultation with knowledgeable advisors, shall be responsible for determining the need and the economic feasibility of programs of preservation or restoration. No liability shall accrue to the State for failure to detect the need for restoration, nor shall the State have any liability for negligence or inadequate maintenance or preservation of objects of art.
8. The Advisory Committee may recommend no more than one proposal each year for the placement of donated art. The Advisory Committee's review and recommendation process shall be completed within seventy-five days following the meeting with applicants.

- 8.2. With respect to proposals for donated art in the public areas of the Capitol, or the Capitol exterior, the Advisory Committee shall make its recommendation to the Capital Development Committee. All proposals evaluated by the Advisory Committee shall be identified in the Advisory Committee's report.

The Capital Development Committee shall evaluate the Advisory Committee's recommendation and may make a favorable recommendation on the proposal to the General Assembly. A favorable recommendation to the General Assembly shall be by joint resolution introduced during the next annual legislative session. Said joint resolution shall recommend acceptance of the donated art for the Capitol by the State of Colorado.

- 8.2.1. *Upon adoption of the joint resolution, donated objects of art accepted for permanent display in the Capitol public spaces shall be displayed according to the following common theme locations:*

<u>Common Theme</u>	<u>Location</u>
<i>Capitol memorabilia and furniture</i>	<i>Basement</i>
<i>Colorado Schools and children</i>	<i>Basement</i>
<i>Governors, Lt. Governors</i>	<i>First floor, west wing</i>
<i>State emblems, state symbols, state significance</i>	<i>First floor, east wing</i>
<i>State military</i>	<i>First floor, south wing</i>
<i>State legislature</i>	<i>Second floor</i>
<i>Presidents, Congress, national significance</i>	<i>Third floor</i>

Rotunda niches shall be reserved for the display of busts and statues, and other small self-supporting objects of art.

The wall space between the elevators on all floors shall be reserved for display of public announcements and building directories.

Awards, plaques, and certificates shall be recommended for display in the legislative press conference room or in the principal business zones of the non-public areas of the Capitol.

Amended October 24, 1997;

- 8.3. Proposals accompanied by an unfavorable recommendation may not be considered again by the Advisory Committee during the following three consecutive years.

Amended April 30, 1996; approved by the Capital Development Committee, July 15, 1996.

- 8.5. With respect to a proposal for donated art on the surrounding grounds of the Capitol, the Advisory Committee shall make its recommendation to the Capital Development Committee and to the Governor. All proposals evaluated by the Advisory Committee shall be identified in the committee's report. If the Capital Development Committee and the Governor concur with the recommendation, the Capital Development Committee may make its recommendation to the General Assembly by joint resolution introduced during the next annual legislative session. Said joint resolution shall recommend acceptance of the donated art by the State of Colorado. Without concurrence from the Capital Development Committee and the Governor, the proposal shall not move forward. Said joint resolution shall require action of the Governor within ten days after delivery of the resolution to his office.
- 8.7. With respect to a proposal for donated art in the chambers of the Senate or in the House of Representatives, the Advisory Committee shall make its recommendation to the Capital Development Committee. Members of the Capital Development Committee may make a favorable recommendation in the form of a resolution introduced in the appropriate house during the next annual legislative session. Said resolution shall recommend acceptance of the donated art by the State of Colorado.

Loaned Objects of Art

The procedure for the evaluation and acceptance of a loaned object of art shall be the same as the procedure provided in paragraph 8 above with the following exception: there shall be no limitation on the number of loaned objects of art recommended by the Advisory Committee and the Capital Development Committee for consideration by the houses of the General Assembly and, when appropriate, the Governor.

A loaned object of art may be displayed in the public areas of the Capitol or on the Capitol grounds for no longer than one year, unless the agreement between the lender and the State is renewed. The State retains the right to cancel the agreement for loaned art upon reasonable notice to the lender.

The State shall exercise the same maintenance and preservation with respect to loaned art as it does in the safe-keeping of donated art and other comparable state-owned property; however, the State shall not be responsible for the restoration of loaned art. Maintenance and preservation shall be the responsibility of the Department of Personnel and the Advisory Committee, respectively. The necessity and economic feasibility of any program of maintenance, preservation and restoration shall be determined by the Advisory Committee. Evidence of damage while in the State's custody shall be reported immediately to the lender.

If the lender elects to maintain his own insurance coverage, the State must be supplied with a certificate of insurance naming the State as additional assured or waiving subrogation against the State. Otherwise, the loan shall constitute a release of the State from any liability in connection with the loaned object of art.

The lender shall be responsible for delivery of the object of art to the Department of Personnel. A report from the lender stating the condition of the loaned art shall accompany the object. Before accepting the art, the Department of Personnel shall request a condition report and recommendation regarding acceptance from the Colorado Historical Society. A condition report shall also be made by the Colorado Historical Society at the end of the loan period. The lender shall be responsible for picking up the object of art from the State.

Unless otherwise notified in writing by the lender, the State may photograph or reproduce the loaned art for educational, publication, and publicity purposes. Unless otherwise instructed in writing, the State shall give credit to the lender as specified by agreement on exhibition labels and in any publications.

It is the responsibility of the lender to notify the Department of Personnel in writing if there is any change in ownership of the loaned art or if there is a change in the identity or address of the lender.

Exclusions

Portraits of Presidents of the United States and Governors of Colorado

The public corridors of the Capitol display a significant collection of portraits of Presidents of the United States as well as portraits of Governors of the State of Colorado. The historic value of these collections is enhanced by the display of current as well as former presidents and governors. As a result, the goal of the General Assembly and the Governor is to facilitate the display of the President of the United States and the Governor of Colorado as soon as practicable after each of these elected official's inauguration. Among the potential funding sources for the commissioning of suitable portraits are the Public Buildings Trust Fund, the State Capitol Building Advisory Committee's Special Account in the Public Buildings Trust Fund, and gifts, grants, or donations from any private or public source.

As a result of the continuing nature of the two collections, both are excluded from the procedures set forth herein for the gift or loan of objects of art.

Amended April 14, 1995; approved by Capital Development Committee, May 8, 1995.

Trees in the Landscape Master Plan

The Capitol's surrounding grounds display an attractive variety of trees which enhance the park-like setting of the area. A tree inventory is a part of the State Capitol Grounds Design Development plan prepared in January 1988. Every effort should be made to increase the number and variety of trees on the Capitol grounds. As a result, the gift of trees to the grounds is excluded from the procedures for the gift or loan of objects of art provided the proposed planting is a part of the development plan for the Capitol grounds and the Advisory Committee is apprised of the proposal.

Amended January 24, 1997; approved by the Capital Development Committee, March 4, 1997.

Content of the Agreement

Once approved by the General Assembly and the Governor, when appropriate, an agreement shall be signed by the Chairman of the State Capitol Advisory Committee and the Executive Director of the Department of Personnel, representing the State of Colorado, and the individual or designated representative of the organization or public entity making the proposal. Said document shall contain the parties' agreement and shall incorporate but not be limited to the pertinent provisions of the Criteria and Procedures enumerated herein. The signed agreement shall be filed with the State Historical Society, State Archives, and the staff of the State Capitol Advisory Committee.

Disposition or Relocation

Any proposal for disposition or relocation of donated art shall be reviewed by the State Capitol Advisory Committee in consultation with the State Historical Society and other knowledgeable arts professionals. During the review process, the art will remain accessible to the public in its original location.

Donated art may be considered for disposition if any one of the following conditions apply:

- 1.1. it requires excessive or unreasonable maintenance;
- 1.2. it is damaged to an extent that repair is unreasonable or impractical;
- 1.3. it presents a threat to public safety;
- 1.4. significant changes in the use, character or actual design of the site require re-evaluation of the relationship of the art to the site;
- 1.5. the State wishes to replace the piece with another of greater significance;

- 1.6. *it is inappropriate for the designated functional zone within the Capitol;*
- 1.7. *it is not associated with events or persons of historical significance to Colorado;*
- 1.8. *it does not embody the essential natural beauty of the State or of the industry and life ways of the people who have inhabited the State.*

Donated art may be considered for relocation when it is more appropriately grouped with other pieces of art with a common theme, or is inappropriate for the designated functional zone within the Capitol.

The Advisory Committee may make recommendations to the Capital Development Committee to relocate, sell, or replace the work of donated art.

Amended July 25, 1997.

Amendment of Criteria and Procedures

The form and content of these Criteria and Procedures may be amended by a majority vote of the members of the State Capitol Advisory Committee, or a section of the Criteria and Procedures may be suspended by a two-thirds vote of the membership of the Advisory Committee.

Adoption of Criteria and Procedures

The Criteria and Procedures for Donated or Loaned Objects of Art are hereby adopted by the State Capitol Advisory Committee on this Third day of August, 1992 and shall be applicable to proposals made thereafter for the placement of objects of art in the public areas of the Capitol or on its surrounding grounds.

CRITERIA AND PROCEDURES FOR TEMPORARY DISPLAYS

The criteria and procedures detailed below are promulgated by the State Capitol Building Advisory Committee exercising statutory in Section 24-82-108 (3) (h), C.R.S.

(h) (I) Except as provided in subparagraph (II) of this paragraph (h), all proposals involving the gift or loan of objects of art and memorials to be placed on a permanent or temporary basis in the state capitol building or on its surrounding grounds and proposals for fund-raising efforts to place objects of art or memorials in the state capitol building or on its surrounding grounds shall be submitted to the advisory committee for evaluation. The advisory committee shall develop criteria and a procedure for such evaluations, which procedure shall include consulting with knowledgeable advisors to assist in evaluating each object of art or memorial individually. The advisory committee shall evaluate all such proposals and present recommendations resulting from such evaluations as follows:

(A) Proposals pertaining to all public areas of the state capitol building, including but not limited to the corridors, rotunda, lobbies, entrance ways, stairways, restrooms, porticos, steps, and elevators shall be submitted to the capital development committee for approval. No such proposal shall be permitted to proceed without the prior approval of the capital development committee.

(B) Proposals pertaining to the surrounding grounds of the capitol building bounded by Colfax Avenue on the north, Grant Street on the east, Fourteenth Avenue on the south, and Broadway on the west, in the city and county of Denver, shall be submitted to the capital development committee and the governor for approval. No such proposal shall be permitted to proceed without the prior approval of the capital development committee and the governor.

(II) The provisions of this paragraph (h), shall not apply to proposals pertaining to the outer office of the executive suite and those areas of the first floor used as office space by the executive department.

Display Applications

Applications for a temporary display on the second or third floors of the Capitol and on the Capitol grounds may be obtained from the staff for the State Capitol Building Advisory Committee at the Office of Legislative Council, Room 029, State Capitol, Denver, CO 80203, telephone 866-3521. Applications for demonstrations or gatherings on the Capitol

grounds as a part of a temporary display may be obtained from the Department of Personnel, Capitol Complex Facilities, 1341 Sherman Street, Denver, CO 80203.

Eligible Objects

Eligible objects for temporary display are all forms of original creations, including:

- painting of all media, including both portable and permanently affixed works, such as murals;
- *busts*;
- sculpture which may be in the round, relief, mobile, fountain, kinetic, electronic, and the like in any material or combination of materials;
- other visual media including, but not limited to, prints, drawings, stained glass, *flags*, calligraphy, mosaics, photography, clay, fiber and textiles, wood, metals, plastics, or other materials or combination of materials, or crafts or artifacts;
- *living plant materials*; or
- any other object recognized by the State Capitol Building Advisory Committee.

Amended October 24, 1997;

Evaluation Criteria

In evaluating a proposal for a temporary display for the Capitol and the Capitol grounds, the Advisory Committee shall be guided by the following.

1. The association of the display with events that have made a significant contribution to the history of Colorado.
2. The connection of the display with person(s) significant to the heritage of Colorado.
3. The extent to which the display embodies the essential natural beauty of the State.
4. The extent to which the display embodies the essential industrial lifestyle or other lifestyles of the people who have inhabited the State.
5. The display's size is suitable for the Capitol or the surrounding grounds.
6. The display meets all fire and building safety code regulations.
7. The display does not obstruct entrances to the Capitol, interrupt traffic flow through the building, obstruct the view of or access to fire fighting equipment, or involve the use of any flammable, hazardous or odorous chemicals or materials, torches or other open-flame illuminating devices or fires.

8. The display does not promote a commercial enterprise.
9. The display has an obvious public and legal purpose.
10. The display will not cause harm to the rose onyx, marble, granite, gold, oak woodwork and brass fixtures and trim of the Capitol.
11. No more than one display will be approved for the same time frame in a designated area of the Capitol or its surrounding grounds.

Displays in the Rotunda. The rotunda on all floors of the Capitol is recognized as largely ceremonial in nature and of museum quality. Any use of the space should not impact or compromise its historic integrity. The criteria for the permanent gift or loan of art for all floors of the building identifies the rotunda as a historic preservation zone, an identification reserved for the most protected areas of the Capitol.

Application Procedure

1. A display shall be authorized for no longer than thirty (30) days.
2. An application for a display in the Capitol or on the surrounding grounds shall be made to the State Capitol Building Advisory Committee no later than three months prior to the date of the proposed display. Application for a display on the Capitol grounds requires approval from the Advisory Committee, the Capital Development Committee, and the Governor.
3. The State Capitol Building Advisory Committee may waive the three month notice requirement for approval but only if: (1) the applicant can demonstrate the impossibility of applying for approval within the established time limit; and (2) the committee determines that all relevant and appropriate conditions, limitations and requirements are or will be met.
4. Neither the State Capitol Building Advisory Committee, the Capital Development Committee, the Governor, the State of Colorado, nor any agency or political subdivision thereof shall be responsible for damage to a display or any portion of a display arising from its placement for public viewing in the Capitol or on the surrounding grounds.
5. An applicant whose display has been approved shall be responsible for damage to the Capitol or the surrounding grounds resulting from the setup, removal, or showing of the display. An applicant shall be required to demonstrate such evidence of financial responsibility as the State Capitol Building Advisory Committee deems necessary for the protection of the Capitol and surrounding grounds considering the physical characteristics of the display. Evidence of financial responsibility may include a

security deposit, bond or evidence of insurance in an amount set by the advisory committee to cover damage to the Capitol or the surrounding grounds, and the cost of removing the display if the sponsors do not do so by the end of the display period.

6. An applicant shall bear all costs of assembling, displaying and removing the display. Assembling and removal of exhibits shall be coordinated by the Capitol Complex Facilities Division.
7. Approval for a display is revocable only upon grounds for which an application would be subject to denial under the provisions of these criteria and procedures. Any such revocation prior to the installation of the display shall be in writing and approved by the chairman of the State Capitol Advisory Committee and the chairman of the Capital Development Committee or their designees, and, when applicable, the Governor or his or her designee.
8. If the display requires more than routine security as provided by the Colorado State Patrol for the Capitol, the applicant shall bear all of these costs.
9. Demonstrations or gatherings that are a part of displays on the grounds of the Capitol must receive a permit from the Department of Personnel, Capitol Complex Facilities.

Committee Recommendation

After the timely consideration of a proposal, the Advisory Committee shall transmit its recommendation to the Capital Development Committee. Applications for use of the Capitol grounds require approval of the Capital Development Committee and the Governor.

These Criteria and Procedures for Temporary Displays were approved by the State Capitol Building Advisory Committee April 14, 1995, and on May 9, 1995, by the Capital Development Committee.

**APPLICATION FOR A TEMPORARY DISPLAY
IN THE STATE CAPITOL
OR ON THE GROUNDS OF THE STATE CAPITOL**

Date _____

please print

1. Individual and/or organization sponsor(s) _____

Address(es) _____

Telephone Numbers: Daytime _____ Evening _____

2. Dates for the display: _____

3. Location of the display: _____

4. Purpose of the display: _____

5. Description of the display and space required (photographs may be provided to supplement the written description): _____

6. Name, address and telephone number of individual(s) in charge of display: _____

☆☆☆☆☆☆

In addition to completing this application, I have read and agree to comply with the provisions of the guidelines for temporary exhibits as written by the State Capitol Building Advisory Committee.

Position or title of person filing the application

Signature of person filing the application

Return completed application to:

State Capitol Building Advisory Committee
Room 029, State Capitol Building
Denver, CO 80203-1784
(303) 866-3521
(303) 866-3855 (FAX)

Approval

Capitol Building Committee: _____
Signature date

Capital Development Committee: _____
Signature date

Governor's Office (when applicable) _____
Signature date

STANDARDS FOR PLAQUES

The State Capitol Building Advisory Committee has adopted the following standards for plaques to be placed on the State Capitol grounds and in Lincoln Park:

Plaque material will be cast bronze 7/16" thick with a raised single line polished border of 3/8" and Leatherette background texture. Bronze metal will not be coated with lacquer or other sealer.

Plaque size for those being placed on east lawn pods will be 10" high by 18" wide.

Text will be raised (1/16") polished Clarendon style letters. Capital letters only will be used for brief text. Capital and lower case letters will be used for longer, narrative or descriptive texts. Type size will be determined by the amount of text appearing on the plaque.

Plaques will be affixed to the base with threaded rods mounted on the back of the plaque, fit into cement filled holes.

The text may include the names of the sponsoring organizations but not the names of individuals in those organizations.

The State Capitol Advisory Committee will review and approve the design before it is submitted to the manufacturer and also proofs that are produced prior to actual manufacture of the plaque.

Adopted June 14, 1994; amended April 30, 1996; approved by the Capital Development Committee, July 15, 1996.

ZONING OF HISTORIC BUILDINGS

Zone 1: Historic Preservation Zone

The primary function of space in this zone is the experience of the historical property. Construction or alteration or the addition of new permanent elements in this space will be conducted only if they do not impact or compromise the historical integrity of the space. This space is recognized as largely ceremonial in nature, of museum quality, where any work will be permitted only for preservation purposes.

Zone 2: Principal Business Zone of Restoration Quality

The primary function of space in this zone is the conduct of State of Colorado government, where historic preservation and historic restoration are of paramount concern. Construction or alteration or the addition of new permanent elements in this space will be accomplished only if programmatic alteration is determined to be incapable of solving a problem. This space is recognized as of significant historical value, where alteration of any original elements is discouraged but recognized as occasionally necessary. Any work in this space will be addressed as restoration to the extent possible, with historic rehabilitation as a minimum standard.

Zone 3: Principal Business Zone

The primary function of space in this zone is the conduct of State of Colorado government. The space in this zone is recognized as either having lost its original historic integrity, or as being of such importance for the day-to-day conduct of efficient modern government activities as to warrant or necessitate the renovation of building space and architectural elements for purposes of improving government operations. Any work in the space will be accomplished in a manner sympathetic to and compatible with the historic character of the surrounding space and the original building, but without requirements for restoration.

Zone 4: Free Zone

The primary function of space in this zone is ancillary and building support. Historic integrity of architectural elements is recognized as either of no significance or lost to previous remodeling efforts. Any work in this space will be conducted in accordance with all applicable current codes and regulations and treated generally as though it were new space.

ZONING OF CAPITOL GROUNDS

Zone A: Memorial Pads

The primary function of space in this zone is to memorialize events as well as individuals and groups. The area for the memorial pads is located on the east lawn of the State Capitol grounds, extending to the north and south of the Closing Era Monument. The memorial pad to the north of the monument has been identified as a location for plaques in recognition of events that have made a significant contribution to the history of the state or embody the lifeways of the people who have inhabited the State. The memorial pad to the south of the monument has been identified as a location for plaques in recognition of persons or groups significant to the heritage of Colorado.

Zone B: Sculpture Garden

The primary function of space in this zone is to accommodate sculpture which may be in the round, relief, mobile, fountain, kinetic, electronic, and the like, in any material or combination of materials. This zone is located in Lincoln Park bounded by Broadway on the west, Colfax on the north, Lincoln on the east, and 14th Avenue on the south. The predominate architectural and memorial feature of the park is, and should remain, the Colorado Veterans Monument. The park environment enhances sculpture of various sizes.

Representative Tony Grampsas
Chairman
Senator Dottie Wham
Ms. Joan Albi
Ms. Lee Bahrych

Ms. Betty Chronic
Ms. Georgianna Contiguglia
Ms. Carol Coover-Clark
Ms. Suzanne Leary-Allen
Ms. Diana Mattox



CAPITOL BUILDING ADVISORY COMMITTEE
State Capitol Building, Room 029
Denver, CO 80203-1784
(303) 866-3521

June 15, 1998

Senator Dottie Wham, Chair
Capital Development Committee
Room 029, State Capitol Building
Denver, CO 80203

Senator Wham,

The advisory committee has considered several requests for memorials to honor former legislators and staff members, either after death or while still living. As a result of these requests, the advisory committee has become aware of several types of memorials presently in use under the direction of the Senate and House of Representatives. None of these memorials are currently displayed in public areas of the Capitol, and none fall under the statutory review of the advisory committee. These memorials include:

1. an annual composite photograph of the members of each General Assembly; including the members of the Senate, the House of Representatives, the Secretary of the Senate, and the Chief Clerk of the House;
2. marble plaques in the lobbies of the Senate and House chambers listing the names of the Presidents of the Senate and the Speakers of the House;
3. photographs of the Presidents of the Senate displayed in the Hall of Presidents adjacent to the office of the President of the Senate; and
4. legislative memorials adopted by the Senate and/or House by which a deceased member of the Senate or House is memorialized. A copy of any tape recording is presented to the family of the deceased member and the memorials are published in the journals and session laws as a permanent record.

At the present time, there are no memorials for legislative staff. However, upon the death or retirement of the Secretary of the Senate or the Chief Clerk of the House, or other member of legislative staff, the Senate or House may adopt a resolution as recognition of the staff member's service. These resolutions do not require consideration by the advisory committee.

A subcommittee of the advisory committee contacted the Secretaries and Chief Clerks of four other states and found that these states do not memorialize deceased legislative staff members. Additionally, these Secretaries and Chief Clerks are not aware of any other state legislatures that memorialize staff members. Their indication was that the members of legislative staff are employed and compensated for their services to the legislature. They are neither elected or appointed. Staff member names are always listed in the annual journals and the legislative directory. In the same manner, the Secretaries and the Chief Clerks of these states are not given special recognition. The State of Colorado recognizes the Secretary of the Senate and the Chief Clerk of the House by including their photographs in the annual composite photographs.

Current advisory committee policy, adopted by the Capital Development Committee, stipulates that any proposal for donated or loaned art to be displayed in the public areas of the Capitol memorializing an event or the death of an individual shall not be considered by the advisory committee during the 25 year period subsequent to the event or death to be memorialized.

After considering this information, the advisory committee recommends the following:

1. that upon the death of a legislator while in office, the legislator may be memorialized by inviting the family of the deceased member to consult with Capitol Complex Facilities to select a tree planting in accordance with the Capitol Landscape Master Plan. That plan includes a double row of trees around the perimeter of the Capitol square. These trees are intended to replace the trees that have died as a result of the Dutch Elm disease. This double row of trees would be designated as General Assembly plantings and would serve as memorials to deceased legislative members. The advisory committee does not recommend memorial plaques be placed at these plantings;
2. that the Senate and House of Representatives continue to recognize or memorialize any legislator within legislative chambers or office space in the manner they deem appropriate;

3. that memorials to legislative staff members not be established or displayed in the public spaces of the Capitol; and
4. that the Secretary of the Senate and the Chief Clerk of the House may elect to maintain a photograph album to contain an annual legislative composite photograph for each legislative session, and a section devoted to photographs of deceased staff members; and
5. that any monetary contributions made in memory of either a deceased legislator or legislative staff member to the advisory committee's special account be used by the advisory committee for the cost of producing educational and historical publications for the public.

Very truly yours,

Betty Chronic, Vice Chair
Capitol Advisory Committee

cc: Capital Development Committee Members
Capitol Advisory Committee Members
Tim Daly, Office of the Governor
Amy Zook, Legislative Council Staff
Steve Tammeus, Legislative Council Staff
David Hite, Legislative Council Staff

Representative Tony Grampsas
Chairman
Senator Dottie Wham
Ms. Joan Albi
Ms. Lee Bahrych

Ms. Betty Chronic
Ms. Georgianna Contiguglia
Ms. Carol Coover-Clark
Ms. Suzanne Leary-Allen
Ms. Diana Mattox



CAPITOL BUILDING ADVISORY COMMITTEE

State Capitol Building, Room 029
Denver, CO 80203-1784
(303) 866-3521

January 30, 1998

Senator Dottie Wham, Chair
Capital Development Committee
State Capitol Building, Room 136
Denver, CO 80203-1784

Dear Senator Wham,

The Capitol Building Advisory Committee has reviewed the needs of the Capitol building and grounds since its first meeting in 1991 and has recommended individual projects to the Capital Development Committee and the Governor for approval. The Department of Personnel - General Support Services, Capitol Complex Facilities, has supervised the approved projects, thus involving both the legislative and executive branches of government.

Our concern for the Capitol and the urgent need for a complete Capitol renovation led the advisory committee in December 1997 to create a task force to address these needs. Our recommendations will enable the building to remain the seat of state government for the next 100 years. The task force included persons interested in fund raising for the Capitol, lobbyists, the historic preservation community, proponents of an initiative, present and past advisory committee members, and staff who are responsible for, or work in, the Capitol. (Attachment C)

As we have reviewed projects, published the book on the Capitol, and reviewed project budgets we realized that no maintenance schedule had ever been established for the Capitol from the first occupancy until today.

We note that Capitol Complex Facilities has submitted plans for the most urgent repairs and some renovation. They have not always been funded. Most of the time and

Senator Dottie Wham
Capital Development Committee
January 30, 1998
Page 2

money has been spent on patching an old and ailing physical plant which is not visible except when there is a leak, or heat fails.

A plan for on-going maintenance and restoration is essential for a significant building like the Capitol. Otherwise, deferred maintenance leads to a time when no more patches can be applied. The Capitol is a historic building requiring unique maintenance techniques, based upon a plan.

Also never developed was a space occupancy plan which assures safe working conditions for elected officials and staff, as well as safety for visitors. The lack of maintenance and space occupancy plans must be resolved now and for the future.

We have completed a full review of work and planning done to date. We have developed a factual outline of current problems and needs. We have conducted our own research on maintenance of the building in the past and on space occupancy standards.

Attached are the recommendations of the Capitol Building Advisory Committee. We submit them to the Capitol Development Committee and to the Governor in the hope that they will form a base for legislative action.

Very truly yours,

Betty Chronic, Vice Chair
Capitol Building Advisory Committee

cc: Members of the Legislative Council
Members of the Capital Development Committee
Members of the Joint Budget Committee
Members of the Capitol Building Advisory Committee
Charlie Brown, Director, Legislative Council Staff
Doug Brown, Director, Legislative Legal Services
Amy Zook, Legislative Council Staff
Steve Tammeus, Legislative Council Staff

RECOMMENDATIONS CONCERNING THE CAPITOL

The Colorado State Capitol is the most important historic public building in our state. Called "the pride of our people" when it was constructed in 1890, it is known as the "lady on the hill", the "gold dome" and many other affectionate names, indicating the pride that the citizens of our state, our officials, and our visitors feel when they see the shimmery gray granite exterior topped by the gold dome.

The interior is awe inspiring. New officeholders and visitors are struck by its beauty. It has survived more than one hundred years. What visitors and others do not see is the aged physical infrastructure which has been patched and repatched, and has deteriorated to a level that now requires total restoration and renovation to ensure its survival and use for another 100 years.

Beneath its impressive appearance is a building struggling with an overburdened physical plant, priceless oak, marble and bronze in need of repair, and inappropriate modifications which distort its beauty.

The Capitol is our seat of government. Our citizens cherish it, and visit it to observe and participate in their government. No other building can offer the sense of history that exists in every room on each floor. Within its walls, decisions for our state are made.

Therefore, the Capitol Building Advisory Committee recommends:

- 1. The State Capitol be renovated and restored, and made viable for the next 100 years.**
- 2. The State Capitol be temporarily closed for renovation and restoration.**

Attachment A provides a list of needs developed by the advisory committee from input collected at task force meetings. Temporary closure will be necessary in order to reinforce the infrastructure and upgrade the building systems, and comply with life safety standards. Other restoration and preservation work will not require closure.

Immediate action is needed to provide space adjacent to the Capitol for current occupants. This space should be utilized to provide temporary space for those occupants who will return to the Capitol after renovation, and to provide permanent space for those occupants who will not return to the Capitol.

3. **The State Capitol continue to function after restoration as the seat of state government for the executive and legislative branches.**

The historic use is as the seat of state government. Our Capitol provides a powerful sense of the continuity of government. The building was designed to provide exterior grandeur and interior beauty to remind us of the importance of our state government.

4. **The State Capitol be acknowledged as a working building which is historic.**

Renovation of a historic building includes restoration. When systems are replaced or updated, the historic building fabric should be retained. Restoration of paint colors, trim, and building configuration is a basic component of renovation.

5. **The State Capitol accommodate governmental functions after restoration, respecting the constraints of the building.**

Attention should also be given to needs of elected officials, staff, and visitors for restrooms, working space, and appropriate technology.

6. **Elected state officials be convened to discuss which state government offices should be located in the restored Capitol.**

The Capitol Advisory Committee will use that information to develop recommendations on the occupancy of the Capitol and which functions should be permanently housed in other building(s) adjacent to the Capitol.

Originally designed to accommodate all of state government, the Capitol was overcrowded by 1906, two years before it was completed. State agencies, elected officials, and the judicial branch are among tenants who have moved to other buildings. The Capitol is still overcrowded, yet tenants continue to add more people to the same space.

This historic building should not be overcrowded. Nor should the Capitol attempt to accommodate all the needed technology. The Capitol needs to allow for appropriate conduct of business, and to make its visitors feel welcome.

7. **The Capitol parking problem be addressed by relocating parking from the Capitol circle to offsite parking facilities.**

The advisory committee previously recommended, and the Capital Development Committee endorsed, closing the Capitol circular drive to parking by the year 2000.

Tunnel access to the Capitol from parking facilities for officials, staff, and the public has been discussed for years.

8. The cost of Capitol renovation be a shared responsibility.

The advisory committee believes this project can be accomplished in a prudent manner with funding from the private and public sectors.

Attachment A

Capitol Needs

1. Provide appropriate life safety, fire safety, and security systems throughout the Capitol:
 - install or reconfigure existing stairwells to accommodate historical design and to meet all safety egress issues;
 - install fire alarms and sprinkler system throughout Capitol;
 - install emergency power and lighting systems;
 - install smoke evacuation system and pressurized air in corner staircases on all floors; and
 - build in security equipment to keep Capitol open and safe.
2. Examine, reinforce, and protect building structural elements without damaging historic architecture and features:
 - iron structure of building has never been inspected since 1890s and is subject to melting under fire conditions;
 - sandstone piers (42) need inspection and possible reinforcement; and
 - wooden floors and supports have rotted and been patched with metal, need replacement.
3. Replace or refurbish Capitol building systems:
 - provide heating, plumbing, air conditioning, and wiring which is efficient, does not damage historic interior;
 - remove all abandoned systems;
 - establish a maintenance plan;
 - remove all window-unit air conditioners;
 - add additional phone line capacity and other technology within the limits of this historic building; and
 - complete elevators to subbasement.

4. Remove inappropriate renovations:
 - after false ceilings are removed to accommodate new building systems, restore all ceilings to original height focusing on historic zones, remove ceiling tile, and expose original ceilings including the tin skylights in the chambers;
 - remove inappropriate basement intrusions into corridor;
 - restore law library to original size;
 - restore Governor's office; and
 - replace wooden inserts in grand corridor windows and transoms with glass.
5. Restore interior finishes:
 - repair damaged marble;
 - repair and refurbish historic bronze and brass, including fixtures, doorknobs, locks, and other hardware;
 - repair, refinish all oak doors, woodwork, and door trim;
 - restore all windows and window fittings, and where possible, restore window sills to historic marble finishes.
6. Restore exterior:
 - examine roof and repair or replace roofing systems;
 - clean granite surfaces;
 - examine mortar and replace by tuck pointing to seal building from further water damage;
 - divert water away from foundation.
7. Meet the needs of the people;
 - provide public restrooms on each floor;
 - provide a convenient place in the Capitol or adjacent buildings for visiting groups, including school children, to meet;
 - provide working space in the Capitol or adjacent buildings for lobbyists with storage lockers and telephones;
 - provide small meeting or conference rooms in the Capitol or adjacent buildings to be used by staff, legislators, or other state agencies when the legislature is not in session;

- provide an information center in the Capitol or adjacent building where visitors can learn about Colorado government, settlement, and special features; and
- provide historical display space.

8. Improve space utilization:

- the Capitol contains 307,467 gross square feet of space, the majority of which is comprised of the subbasement, grand corridors, the central rotunda, staircases, the atriums, the attic, and dome. A space utilization review (Attachment B) indicates how current occupants occupy the 116,845 square feet of useable space in the Capitol. A review of future space requirements indicates these occupants may require an additional 94,459 square feet, for a total of 211,304 square feet within the next two decades; and
- this amount of additional space could be made available in new or existing state-owned buildings adjacent to the Capitol. However, a determination of long-term Capitol and Capitol complex occupancy must be accomplished in order to establish final space planning requirements for the Capitol.

Attachment B

Colorado State Capitol Building Space Utilization Review (Useable Square Feet)

Function	Existing Space Allocation	Future Space Requirement*	Increase
Governor	12,630	15,900	3,270
Lt. Governor	2,339	2,400	61
OSPB	5,405	6,450	1,045
Treasurer	4,133	4,463	330
State Patrol	500	900	400
House Chambers	4,220	4,220	0
Senate Chambers	3,185	3,185	0
Conference	0	4,500	4,500
Educational/Public	0	4,500	4,500
Library	2,585	2,800	215
Deli	3,454	6,500	3,046
Legislative Legal	12,097	14,600	2,503
Legislative Council	10,929	15,650	4,721
Legislative Committee Rooms	10,500	31,500	21,000
House Offices	19,771	44,363	24,592
Senate Offices	13,055	29,373	16,318
Capitol Complex Facilities	12,042	20,000	7,958
Total Useable Square Feet	116,845	211,304	94,459

*Based upon current information available, in an attempt to identify potential space requirements over the next 10-20 years.

Attachment C

Task Force for Capitol Renovation Meeting Invitees

Name	Affiliation
Abo, Ron	President, AIA Colorado
Albi, Joan	Capitol Advisory Committee
Anderson, Nan	President, Colorado Preservation
Bahrych, Lee	Capitol Advisory Committee
Barth, Kathryn	President, Historic Boulder
Bertram, D.A.	AIA, Citizens' Initiative
Boyer, Heidi	Colorado Capitol Preservation Fund, Inc.
Brooker, Kathleen	President, Historic Denver
Bruton, Bertram	Former Capitol Advisory Committee
Chronic, Betty	Capitol Advisory Committee
Contiguglia, Georgianna	Capitol Advisory Committee
Coover-Clark, Carol	Capitol Advisory Committee
Corson, Dan	Colorado Preservation
Dakin, Monta Lee	Colorado Preservation
Daly, Tim	Legislative Director, Governor's Office
Davis, Jim	Capitol Complex Facilities
Flores, Phil	Historic Denver
Grampas, Rep. Tony	Legislator
Grant, Kim	Historic Denver
Hamilton, Richard	Citizens' Initiative
Hancock, Denny	Colorado State Patrol
Hartmann, Jim	Colorado Historical Society

Name	Affiliation
Ittelson, Lane	Colorado Historical Society Fund
Jackson, Joe	Executive Vice President, AIA Colorado
Kornelly, Irene	Former Capitol Advisory Committee
Larsen, Dennis	Interested Person
Leavenworth, David	Former Capitol Advisory Committee
Lindberg, Jim	Program Associate
Mattox, Diana	Capitol Advisory Committee
Neeley, Ron	Historic Georgetown
Newell, Gary	Capitol Complex Facilities
Pahl, RG	Former Capitol Advisory Committee
Pahl, Barb	National Trust for Historic Preservation
Priester, Sandy	Exec. Director, Historic Boulder
Ringel, Joan	Colorado Capitol Preservation Fund, Inc.
Rodrigue, JR	Chief Clerk of the House
Sanders, Chuck	Preservation Committee
Schauer, Rep. Paul	Legislator
Schroeder, Sen. Bill	Legislator
Solin, David	Treasurer's Office
Vigil, Mike	Capitol Complex Facilities
Wham, Sen. Dottie	Legislator

RECOMMENDATION FOR A CONTROLLED MAINTENANCE PLAN

Per the provisions of 24-82-108, C.R.S., the State Capitol Building Advisory Committee, in cooperation with the Department of Personnel/General Support Services and with the approval of the Capital Development Committee, may engage in long-range planning for modifications and improvements to the state Capitol and its surrounding grounds.

The advisory committee, after consulting with the Director of the State Buildings Program, and in cooperation with the Division of Real Estate Services, has recommended a five-year controlled maintenance plan be developed for the Capitol.

The Division of Real Estate Services, as custodian of the building, has agreed to conduct a building audit to evaluate the condition of the building structure and operating systems. The division will coordinate routine and controlled maintenance requirements as they are identified by the division and by Capitol tenants. The division has also agreed to annually review those requirements with the advisory committee to develop the near-term and long-term elements of the controlled maintenance plan. The division will annually submit controlled maintenance funding requests for the near-term requirements to the State Buildings Program.

The advisory committee has recommended the following items, at a minimum, be included in the five-year controlled maintenance plan:

- refurbish all heating, ventilation, air conditioning; plumbing and piping; and electrical systems;
- refurbish all woodwork, doors, and windows;
- replace the access ramp at the entrance to the House chambers with an appropriate personnel lift;
- refurbish the ceilings of the chambers of the Senate and the House of Representatives;
- refurbish all restrooms and provide additional public restrooms;
- extend existing staircases from the second floor to the first floor; and
- provide fire life safety systems.

These items are based upon the advisory committee's recommendations concerning the Capitol submitted in a report to the Capital Development Committee and the Governor in January 1998. Those recommendations were recognized by the General Assembly in Senate Joint Resolution 98-029. The resolution states that any legislation enacted in the future to implement a renovation and restoration project for the State Capitol Building should take into consideration the recommendations contained in the report.

State Capitol Building Advisory Committee
Terms of Members
(Revised May 3, 1999)

Member	Occupation	Date Appointed	Term Expires	Appointed By	Executive Order
Albi, Joan	Secretary of the Senate, Retired	6/27/97	7/1/1999	President of the Senate	
Bahrych, Lee	Chief Clerk of the House, Retired	7/15/97	7/1/1999	Speaker of the House	
Chronic, Betty	Elections Officer, Retired	9/9/98	7/1/2000	Governor	A 184 98
Cole, Clayton	Architect	9/9/98	7/1/2000	Governor	A 184 98
Contiguglia, Georgianna	President, Colorado Historical Society			Ex Officio	
Coover-Clark, Carol	Architect	9/9/98	7/1/2000	Governor	A 184 98
Newell, Gary	Director, Real Estate Services			Ex Officio	
Schauer, Paul		4/27/99	7/1/2001	Speaker of the House	
Wham, Dottie	State Senator	6/27/97	7/1/1999	President of the Senate	

24-82-108, C.R.S., specifies that advisory committee members shall serve for a term of two years; except that ex officio members shall serve as long as their office is held. The advisory committee shall elect a chairman from the membership at the committee's annual meeting to serve as chairman for one year.